

S-E-C-R-E-T

MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

6 March 1957

1. Colonel White reported on the Director's meeting with the Architects for the new building, to discuss several changes suggested by the Building Steering Committee to conserve space and accommodate as many employees as possible. Colonel White will go to New York Friday to meet again with the Architects to settle the suggested changes.

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2. [REDACTED] has been asked to take a new look, on behalf of the Deputy Director (Plans), at the World Base concept since this hasn't been done since OPC days. Mr. Andrews will be working with the Deputy Director (Plans) and will probably require assistance and contributions from the Support offices to develop a World Base paper for hot and cold war conditions.

3. Colonel White expressed his appreciation for the analyses and charts prepared by the Support components for his Manpower presentation.

4. At the morning Round-up Tuesday, 5 March, it was decided that the Round-ups would be held only once a week on Tuesday mornings at nine o'clock in lieu of twice a week, as heretofore.

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5. Mr. [REDACTED] gave the following report on the status of coordination of Regulatory issuances in the Support components:

30 had been in Deputy Director (Support) components over six weeks at the beginning of February 1957

of these 4 have completed processing

and 10 additional issuances are added since February

Balance of 36 proposed issuances still in process of coordination to resolve Agency comments.

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6. Mr. [REDACTED] announced that two excellent suggestions resulting in sizable cash awards had been received from personnel of the Medical Staff.

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7. Mr. [REDACTED] gave his dry-run presentation on Organization and Methods and Manpower. He offered a proposal to both simplify and expedite the shifting of people and positions within and between Headquarters, [REDACTED] and foreign field elements of an Operating Office. Briefly, this

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proposal suggests that the Operating Officials be authorized to make such shifts when:

- a. there is an approved annual staffing pattern for the element, which was developed or constructed with the assistance of the Management Staff;
- b. no personnel ceiling or funds increase are contemplated within a total Deputy Director Office;
- c. there is no change in functions or approved organization alignment within the approved staffing pattern; and
- d. the change is appropriately documented to the Office of Personnel.

The above contemplates Deputy Director (Support) control for the Agency by the establishment of appropriate ceilings and allotments of OI funds. Organization and functions are established by initial T/O approval or formal adjustment thereto in collaboration with the Management Staff.

8. Colonel White advised that approval of the project to expand the Records Center has been deferred by the Director, and that a campaign should be undertaken to destroy unnecessary records.

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9. Mr. [REDACTED] spoke briefly relative to the improvement of support in the FE field. He attributes this improvement to the fact that the Support offices have been providing better trained, more qualified Support personnel to the FE Stations and Bases. He pointed out that the large [REDACTED] Base served a very necessary purpose, but the existence of better quartered and trained Support personnel at the Stations and Bases has eliminated the need for a field Support Headquarters.

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10. The meeting adjourned at 1205 hours.

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